

CHAPTER 1

GENERAL INFORMATION

A. AUTHORITY. Publication and use of this manual is prescribed by DoDD 4000.25, (reference (a)).

B. PURPOSE

1. This manual prescribes uniform procedures, codes, formats, forms, and time standards for the interchange of logistics information relating to requisitioning, **supply** advice, supply status, materiel issue/receipt, and materiel return processes. The procedures govern the interchange of information for **all** materiel commodities (unless specifically exempted by the **ASD(P&L)**) between supported activities and supply control/distribution systems of the DoD and other participating S/As. Consideration of the requirements of other functional areas (exclusive of the specific codes and procedures for accomplishment) related to requisition and issue processing are included to provide procedural clarity and/or to depict procedural interface with other standard DoD systems. The specific codes and procedures for accomplishment within these related **functional** areas (i.e., priority designation, stock control, box marking, shipment planning, shipment documentation, communications processing, and contractor shipments) are prescribed in the applicable regulatory documents of the standard system.

2. The GSA publishes FEDSTRIP under the FOG (reference (f)) for use by Civil Agencies requisitioning from the GSA. The FOG contains the same policies, procedures, types of codes, forms, and formats as prescribed under **MILSTRIP**. In this respect, FEDSTRIP can be defined as an implementation of **MILSTRIP** for use by Civil Agencies. Civil Agencies authorized by SSA to requisition from Military sources should conform with the provisions of reference (f).

c. APPLICABILITY AND SCOPE

1. This manual is applicable to the Army, Navy, Air Force, Marine Corps, Coast Guard, Defense Logistics Agency, Defense Communications Agency, Defense **Nuclear** Agency, Defense Security Assistance Agency, National Security Agency, and other activities/Agencies which have agreed to participate in the system.

2. These procedures are mandatory for use by:

a. All S/A requisitioners authorized to request supply support **from** any S/A distribution system and from the GSA.

b. **All** contractors authorized under S/A contracts to requisition GFM from the S/A.

c. The S/A supply sources furnishing supply support to authorized requisitioners, including foreign country requisitioners participating in FMS, CLSSA, and MAP Grant Aid.

D. EXCLUSIONS. These procedures are not applicable to the following:

1. Bulk petroleum.
2. Inter and intradepartmental purchasing operations.
3. Forms and publications. (However, requirements for these items placed on GSA and Navy will be submitted in the prescribed **MILSTRIP** requisition format.)
4. **COMSEC** equipment, **COMSEC** aids (keying materiel), and all items including classified Components, individual elements, and repair parts, which are classified and designated crypto, or which are normally handled through crypto channels.
5. Coal and coke.

E. POLICY

1. The procedures contained in this manual will be uniformly implemented for both inter-S/A and **intra-S/A** use by all affected activities. Priority will be given to the development and **implemen-**tation of inter-S/A procedures prior to separate development and implementation of **intra-S/A** procedures. Separate **intra-S/A** systems/procedures will not be developed or used unless a waiver is approved. Requests for deviations or waivers will be considered when it can be demonstrated that **MILSTRIP** cannot provide a workable method or procedure. Deviations or waivers should not be requested solely to accommodate existing internal procedures or organizational environment.

2. Recommended changes to **MILSTRIP** will be forwarded to the DoD **MILSTRIP** System Administrator for review and coordination with S/As. Approved changes will be consolidated and scheduled for **implementa-**tion twice a year to avoid continuous disruption of systems at **opera-**ting levels with the exception of urgent changes which will be implemented on a priority basis. Implementation dates for approved changes will be coordinated with S/As or as directed by **ASD(P&L)**.

F. RESPONSIBILITIES

1. The **ASD(P&L)**

a. Will resolve issues concerning resources, policy, and requests for deviation or exemption from **MILSTRIP** which are submitted

by the DoD **MILSTRIP** System Administrator.

b. Will direct system changes when necessary to implement DoD policy and will direct the implementation of urgent changes on a priority basis.

c. Will resolve and take necessary action with S/A heads on matters escalated by the DoD **MILSTRIP** System Administrator.

2. The DoD **MILSTRIP** System Administrator is responsible for administering the **MILSTRIP** system under the policy guidance of the **ASD(P&L)**. The DoD **MILSTRIP** System Administrator shall:

a. Perform analysis and design functions in coordination with S/As to implement guidance and instructions provided by the **ASD(P&L)** and assure the involvement of telecommunications planning in an integrated system design.

b. Recommend system improvements and additional policies, as required, during the development of procedures.

c. Develop, publish, and maintain this manual in a current status. This includes responsibility for:

(1) Staffing Proposed Changes

(a) All proposed change requests will be evaluated prior to formal staffing with the S/As. The evaluation of the proposed change will include, but not be limited to, the accuracy, validity, necessity, and urgency of the change. Requests which do not demonstrate significant inter-Service benefit **will** be returned to the originating S/A. Requests which do demonstrate significant benefits will be formalized as **PMCLs** and forwarded to **ASD(P&L)**, the participating **S/As**, and the DoD System Administrators of other DoD systems impacted by the proposed change. **PMCLs** will include the information provided in paragraph **F.3.a.(4)**.

(b) **PMCLs** will be consecutively numbered and will normally request **the S/A** to provide a response within 60 days. Nonreceipt of responses within the specified timeframes will result in the DoD **MILSTRIP** System Administrator initiating correspondence **followup** action with the nonresponding S/A. The first **followup** will be via DoD **MILSTRIP** System Administrator letter and will occur seven days after elapse of the specified response time. The second **followup**, if applicable, will be accomplished via either a second DoD **MILSTRIP** System Administrator **followup** letter or a meeting between the nonresponding S/A and the DoD **MILSTRIP** System Administrator. The second **followup** will occur 30 days after **the** elapse of the specified response time. The S/As failing to respond within 45 days of the specified response time **will** be reported to **ASD(P&L)** by the DoD

MILSTRIP System Administrator.

(2) Receiving and Evaluating Service/Agency Responses

(a) Issues which **involve** procedural matters will be resolved by the DoD **MILSTRIP** System Administrator, normally within 90 days after the receipt of all comments from the participating S/As.

(b) Matters affecting policy, together with the S/A comments and a recommendation of the DoD **MILSTRIP** System Administrator, will be referred to the **ASD(P&L)** for resolution.

(3) Establishing Implementation Dates

(a) Following resolution of **the S/A** comments on PMCLS, the DoD **MILSTRIP** System Administrator will prepare and disseminate to the S/A **MILSTRIP** Focal Points a letter requesting S/A preferred cyclic (1 May or 1 November) implementation **dates**¹. Such **RFIDs** will normally request that S/A implementation dates be provided within 60 days.

(b) When one S/A proposes an extended implementation date which would delay implementation by the other S/As by 12 months, the DoD **MILSTRIP** System Administrator will attempt to resolve the issue with the appropriate S/A. When a satisfactory implementation date cannot be jointly agreed upon, the DoD **MILSTRIP** System Administrator will refer the matter to **ASD(P&L)** for resolution.

(4) Announcing Implementation Dates

(a) Following receipt and evaluation of the S/A preferred cyclic implementation dates, a DoD **cyclic** implementation date will be selected and announced by the DoD **MILSTRIP** System Administrator through dissemination of an **AMCL**. **AMCLs** will be consecutively numbered and, where practical, distributed to the S/As at least nine months prior to the approved implementation date. **AMCLs** will contain a cross reference to all other AMCLS which have the same implementation date and will be distributed by the DoD **MILSTRIP** System Administrator using S/A distribute **on lists**.

(b) AMCLS are provided as planning documents to assist the S/As in any systems program/design efforts which may be necessary to implement changes. To prevent degradation of the **MILSTRIP** manual, AMCLS should be maintained separately from the manual.

¹The cyclic implementation dates of 1 May and 1 November were selected, at S/A request, to minimize systems program turbulence during the **end-of-fiscal quarter/year** reporting cycles.

(5) Preparation and Dissemination of Interim/Formal Changes to the **MILSTRIP** Manual

(a) Formal changes will be published twice a year to coincide with the cyclic implementation date of 1 May and 1 November and will incorporate only those **AMCLs** which have the same cyclic implementation date and interim changes which have been published *since* the last formal change.

(b) Interim changes will be published as required to meet system requirements. All interim changes will be included in subsequently published formal **MILSTRIP** changes.

d. Disseminate to S/AS and the **ASD(P&L)** a quarterly status review of all change proposals which have not yet been approved for publication, or, that if approved, have not been implemented.

e. Assure compatibility of **MILSTRIP** with other DoD Systems. Coordination will be effected, when appropriate, with System Administrators of other DoD logistics data systems, and with related DoD logistics task groups. Compatibility with these systems and groups will be attained, when appropriate, prior to coordination with the S/As.

f. Assure uniform implementation consistent with DoD policies and procedures by taking action to:

(1) Review all implementing instructions issued by S/As to ensure continuing conformance of revisions to the approved system.

(2) Review and coordinate with S/As **all** requests for system deviations and exemptions and make appropriate recommendations to the **ASD(P&L)** based on **factfinding** studies and/or analysis of accompanying justification.

(3) Conduct periodic evaluations to determine effectiveness of the system.

(4) Conduct staff assistance visits to S/A activities to gain an overview of field operations, to gather data to improve procedures, and to furnish clarification and uniform interpretation of the requirements of the system. At the beginning of each calendar year, the DoD MILSTRIP System Administrator will develop and submit a staff assistance program for the coming fiscal year, **coordinated with** the S/As concerned, **to the ASD(P&L)**. The program will reflect a tentative **schedule** of activities to be visited and general areas of concentration.

(5,) Report to the **ASD(P&L)** the findings and recommendations of the **staff** assistance visits. S/A comments, if appropriate,

will be attached to the report.

g. Establish a focal point committee composed of representatives from the S/As. This committee will participate in the development, implementation, and maintenance of the system. The DoD **MILSTRIP** System Administrator will convene focal point committee meetings at **least** quarterly and will issue minutes of these meetings. Whenever possible, the meetings and agenda items will be announced 30 days prior to the scheduled meeting. The **minutes** of these meetings will fully document the proceedings and a **copy** will be provided to each S/A by the DoD **MILSTRIP** System Administrator.

h. Review and evaluate curriculum of Defense training schools which offer courses related to the **MILSTRIP** system and make recommendations for improvement.

i. Assist in resolving problems, violations, and deviations which arise during system operations and are reported to the DoD System Administrator. Unresolved problems and/or continued violations will be referred to the **ASD(P&L)** for resolution and/or corrective action.

3. Heads of Participating Services/Agencies **will:**

a. Designate an office of primary responsibility for **MILSTRIP** to serve as the system focal point and identify by name to the DoD **MILSTRIP** System Administrator primary and alternate focal point representatives for the **MILSTRIP** system to:

(1) Serve on the focal point committee. The decisions reached at the focal point committee meetings should represent the S/A positions unless otherwise agreed upon by the attendees.

(2) Assure continuous liaison with the DoD **MILSTRIP** System Administrator and other S/As.

(3) Evaluate all suggested **MILSTRIP** changes and **MILSTRIP** related beneficial suggestions originating in that S/A. Beneficial suggestions will be evaluated initially by the focal point representative. If suggestions are received by the DoD **MILSTRIP** System Administrator directly for evaluation, they **will** be forwarded to the appropriate S/A focal **point** for review and evaluation. If the suggestion **is** considered worthy of adoption, the focal point will submit an official change proposal to the DoD **MILSTRIP** System Administrator. Beneficial suggestion awards are determined by the focal points using existing procedures.

(4) Develop and submit recommended change proposals to the DoD **MILSTRIP** System Administrator for processing under DoDD 4000.25 (reference (a)). The recommended change proposals **will** provide the following minimum information:

(a) A narrative description of the basic concept being proposed and reasons therefor.

(b) Known interface and impact requirements **identifying** changes for coordination with other DLSS or **non-DLSS** systems.

(c) Operational statement identifying known **advantages/disadvantages** resulting from the proposed revision.

(d) Proposed wording required for the **MILSTRIP** manual .

(5) Develop and submit to the DoD **MILSTRIP** System Administrator a single, coordinated S/A position on all proposed system changes. **The** S/A responses to proposed system changes will be provided to the DoD System Administrator within the timeframes specified (normally 60 days).

(6) Develop and submit to the DoD **MILSTRIP** System Administrator a single, coordinated S/A cyclic (1 May or 1 November) implementation date on all approved system changes. The S/A responses will be provided to the DoD **MILSTRIP** System Administrator within the timeframe specified (normally 60 days).

b. Implement, these procedures and approved changes by **publishing** orders, directives, or instructions to ensure clarity of understanding and compliance. One copy of such orders, directives, or "instructions will be submitted to the DoD **MILSTRIP System** Administrator.

c. Provide the DoD System Administrator a semiannual status report on the implementation of approved **MILSTRIP** changes. RCS DD-P&L(Q&SA)1419, Defense Logistics Standard System (**DLSS**) Revision * Implementation Report, applies to this requirement. Report information as of 1 May and 1 November of each year for approved changes "until fully implemented. The final report for an approved change will be submitted with the next semiannual cycle after implementation (e.g., implemented in **November--final** report due in November). In the final report, provide the implementing publication and change number/system identification/subsystem identification, as applicable. Attach a copy of the publication change when **DLSSO** is not on automatic distribution for the publication. See appendix A25 for format of the report. The report will be furnished to **DLSSO** no later than 30 May and 30 November of each year.

d. Accomplish internal training **to** assure timely and effective **implementation** and continued operation of approved systems. and furnish copies of all training instructions concerning respective systems and subsequent revisions to the DoD **MILSTRIP** System Administrator.

- * e. Review, evaluate, and **update, at** least annually, the **curricula** of internal training programs to ensure adequacy of "training."
- f. Provide representation to joint system design and development efforts and **onsite** evaluations of MI **LSTRIP** along with the DoD MI **LSTRIP** System Administrator.
- g. Review internal procedures continually with the objective of eliminating and preventing duplication of functions covered by MI **LSTRIP**.
- h. Provide the DoD MI **LSTRIP** System Administrator with annual blanket printing fund authorizations and bulk distribution lists to cover all printed changes to this manual.
- i. Assure that **all** operating activities under their jurisdiction **comply** with this manual.
- j. Report to the DoD MI **LSTRIP** System Administrator those problems, violations, and deviations which arise during system operations.

G. COMMUNICATION

1. General. MI **LSTRIP** is designed to permit transmission and receipt of requisitions **and** related documents by electrical communications, mail, telephone, and courier. To assure responsive and expeditious processing, the media of communication used **will** be consistent with and subject to the limitations for use of **M&S** codes cited in appendix **B4**. The media to be used and the normal **order** of preference for use of each medium is as follows:

a. Data pattern messages (computer-readable fixed length formats) **will** be electrically transmitted for all documents with PD **01-15**. This is **the** fastest, most desirable, and reliable method and provides for receipt in computer-readable formats suitable for machine processing.

b. Formatted teletype messages **will** be electrically transmitted by Mode V teletype terminals via the DAAS. This method allows the sender to transmit MI **LSTRIP** formatted documents by teletype, which, when received by the ultimate addressee, will be in data pattern message (computer-readable) suitable for machine processing.

- * The formatted teletype message can be utilized for all PDs. Formatted messages (see appendix A15) may be used for submitting documents to DAAS for mechanical processing.

c. Narrative messages electrically transmitted **will** normally be used for PD **01-08** documents **only**. They may be used for PD **09-15** documents when air mail or other means will **not suffice**. (See Appendix A, Introduction, for specific rules in the preparation and

content of **MILSTRIP** narrative messages.) Narrative messages are a less desirable method due to inherent delay and potential for error in transcribing into computer-readable, machine sensible format for processing. Narrative messages should be used on an exception basis only. Narrative messages will not be transmitted through DAAS.

d. Mail or courier **will** be used for PD **09-15** documents when electrical transmission facilities capable of transmitting data pattern or formatted messages are not available. The container/envelope will be conspicuously marked "MILSTRIP." Mechanically prepared and interpreted documents should be used to **the** maximum extent practicable. Mailed documents will be in computer readable fixed length format and interpreted whenever interpreting facilities are available.

e. ~~Telephone~~ for PD **01-03** documents when any of the **following conditions** exist:

(1) Data pattern and narrative message facilities are not available.

(2) Pilot pickup is planned within 24 hours.

(3) Exception data are absolutely necessary to convey the true urgency of the requirement and the exception data cannot be transmitted in an exception document.

2. Defense Automatic Addressing System. The DAAS **shall** be utilized in the supply and distribution systems of all S/As and, by agreement, in the GSA system and systems of other Federal Agencies.

3. Electrical Communications

a. The DCS, AUTODIN is a worldwide **DoD** computerized general purpose communications system which provides for transmission of narrative and data pattern (computer readable) traffic.

b. The **CI** in communications message headers identifies various types of traffic and provides, a reference/indicator to communications personnel for routing, handling, and speed of processing messages received, based on the local command policies and procedures. In the case of **MILSTRIP** traffic, the second position of the **CI** code should always be alpha., "A." Appropriate **local** rules

Violations of the intent **of** this **provision will** be reported to the DoD **MILSTRIP** System Administrator for corrective action. Telephone is not a desirable media due to potential for error in transcribing into computer-readable, machine sensible **format** for processing. Telephone transactions will not be confirmed by submission of documents by other media.

should be established for communication terminal routing and **handling** of **MILSTRIP** documents received to ensure that they reach the appropriate elements for processing.

c. Users of the **MILSTRIP** system should be familiar with and establish local procedures to provide for efficient use of the facilities and capabilities of the supporting communication terminal which provides communication services.

4. Communications Precedence. The communications precedence to be used for all electrical transmission **of MILSTRIP** documents, using JANAP 128, (reference (g)) is prescribed below:

a. Communications precedence applies to both data pattern and narrative messages.

b. The assignment of precedence is the responsibility of the message originator, i.e., requisitioner or supply source, as determined by the subject matter and time factors involved.

c. The communications precedence does not dictate the action to be taken by the addressee. Message precedence for logistics (i.e., **MILSTRIP**) traffic applies to speed of transmission and handling in the communications system and applies to both data pattern and narrative messages.

d. The commander on the scene may assign a precedence of "IMMEDIATE" to **PD 01-03** requisitions if, in his judgment, the urgency **of** the situation dictates such expeditious handling of the requisition through the communication system. A precedence of "IMMEDIATE" will not be routinely assigned to any requisition or other logistics data system document.

e. The communications precedence guide for all **MILSTRIP** documents is as follows:

<u>DOCUMENTS</u>	<u>UMMIPS PRIORITY DESIGNATORS</u>	<u>PRECEDENCE</u>	<u>MINIMIZE</u>
A11	01-08	Pri ori ty	Pri ori ty
A11	09-15	Routi ne	Routi ne
A11 without UMMIPS Pri ori ty Desi gnator	None	Routi ne	Routi ne

f. As used in **MILSTRIP**, the following terminology applies as **pertains** to electrical communications:

(1) AUTODIN **will** be interpreted to include all electrical transmissions, including teletypewriter, since these circuits are connected to the AUTODIN system.

(2) FORMATTED TELETYPE MESSAGE **will** be formatted as outlined in appendix **A15**. This type of message is not a machine sensible transaction/document at the site **of origin** but, when routed through DAAS by Mode **V** teletype, can be converted to a data pattern message. **When** routing through DAAS the **CI must** be **IAZZ** and **LMF** of **TC**. Appendix **A15** amplifies this method of communication.

(3) **DATA PATTERN MESSAGE** is a machine sensible **document/transaction**, in a fixed-length format, suitable for mechanical processing upon receipt.

(4) **NARRATIVE MESSAGE** is a variable length, in-the-clear language message not suitable for mechanical processing upon receipt. Narrative messages are commonly referred to as "**teletype**," "dispatch," or "TWX." As used in **MILSTRIP**, narrative messages have a text **prefix**, i.e., **MILSTRIP** REQUISITION, **MILSTRIP** STATUS, etc. Examples of **MILSTRIP** narrative message formats are included in appendix A of this manual. Narrative messages will not be sent to the **DAAS**. **When** activities require communications with the **supply** source by narrative message, the activity **will** forward the message directly to the supply source in compliance with communications requirements.

H. FOCAL POINTS. The following offices have been designated as focal points for **MILSTRIP**:

DoD **MILSTRIP System**
Administrator

Director
Defense Logistics Standard
Systems Office
ATTN : **DLSSD-BM**
6301 Little River Turnpike
Alexandria, VA 22312-5044

*

Army

Commander
U.S. Army Materiel Command
ATTN : **AM CSM-MSM**
5001 Eisenhower Avenue
Alexandria, VA 22333-0001

Navy

Commander
Naval Supply Systems Command
ATTN : **SUP 0323**
Washington, DC 20376-5000

Air Force

Commander
Air Force Logistics Command
ATTN : **AFL C/ MMLSC**
Wright-Patterson AFB, OH **45433-5001**

Marine Corps

Commandant of the Marine Corps
ATTN: **LPS-4**
Washington, DC 20380-0001

Coast Guard

Commandant
U. S. Coast Guard
ATTN: G- ELM-2
2100 Second Street, SW
Washington, DC 20593-0001

GSA

General Services Administration
Federal Supply Service
ATTN: FCS
Washington, DC 20406-0001

NSA

Director
National Security Agency
ATTN: **L111**
9800 Savage Road
Fort George G. Meade, MD 20755 -6000

DNA

Commander
Field Command
Defense Nuclear Agency
ATTN: FCLMM
Kirt1 and AFB, NM 87115-5000

DLA

Director
Defense Logistics Agency
ATTN: **DLA-OSC**
Cameron Station
Alexandria, VA 22304-6100

USTRANSCOM

United States Transportation Command
Director for Logistics
ATTN: **TCJ3/4-LPI**
Scott AFB, IL 62225-5001

I. PUBLICATION OF THE, MANUAL

1. The manual consists of a basic publication and two supplements, as follows:

a. **Basic** publication - This contains the doctrine, instructions, and procedures. It prescribes the requisitioning and issue procedures applicable to U. S. Forces, FMS, CL SSA, and MAP Grant Aid transactions. This publication also contains **MILSTRIP** formats and data elements exclusive of those contained in "the supplements.

b. Supplement **1 (reference (h)) - Routing Identifier and Distribution Codes.**

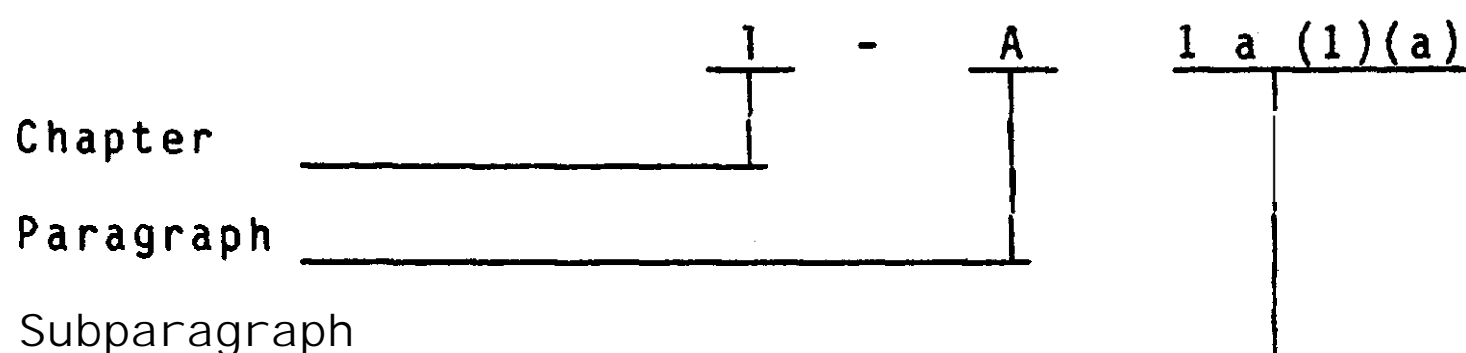
c. Supplement 2 (reference (i)) - DEPRA.

2. The basic publication consists of chapters and appendices.

a. Chapters and paragraphs.

(1) Each chapter is divided into paragraphs and **subpara-**graphs. The numbering system identifies the appropriate chapter followed by the applicable paragraphs in upper case alphabetic. Subparagraphs are identified by numbers **and lower** case alphabetic, followed by numerics in parentheses and lower case alphabetic **in** parentheses.

Example:



(2) Pages are numbered in a separate series for each chapter **and** are numbered in sequence with Arabic numerals **beginning** with 1. Each page **number is** preceded by the number of the chapter, e.g., the second page of chapter 4 is numbered 4-2.

b. Appendices are identified by alphabetic and numerics to indicate an alphabetic grouping, e.g., **A1**, **AZ**, **A3**. Pages **are** numbered within an appendix by use of the appendix number (**A1**) **fol-**lowed by the page number, e.g., **A1-1**, **A1-2**, **A1-3**; thus, page 4 **of** appendix **B1** would be indicated as **B1-4**. When index pages precede an appendix, they will be identified by the alphabetic designation of the appendix and lower case Roman numerals, e.g., the index **to** appendix C is **numbered** C-i, C-ii, etc. If introductory pages are included in an **appendix**, they **will** be identified by the alphabetic designation of the appendix and the numerical page number, e.g., **A-1**, **A-2**, **A-3**.

3. The numbered supplements to the basic publication are designed to accommodate special operational requirements **at** the S/A user level. As such, it is intended that numbered supplements **be** maintained and implemented by the user. Pages and **paragraphs** are numbered in the same manner as in the basic publication.

a. **Supplement 1** (reference (h)) Routing Identifier and Distribution Codes. This numbered supplement contains a consolidated listing, by S/A, of all RI and distribution codes authorized for **use** within the DoD supply distribution system. The RI codes are designed

for processing inter-S/A and **intra-S/A** logistics transactions. The codes are entered into the logistics document by the document originator and serve multiple **purposes** in that they are SOS codes, **intersystem** routing codes, intrasystem **routing** codes, and consignor (shipper) codes. Distribution codes identify control activities and/or additional status recipients.

b. **Supplement 2** (reference (i)). This numbered supplement contains guidance to European and Pacific Command activities and other Agencies for participation in **DEPRA**. **The** supplement establishes policy and assigns responsibilities and tasks to assure achievement of the **DEPRA** objectives.

4. Publication of Changes

a. Formal Changes. **Formal** changes will be numbered consecutively and issued as full page insertions to this manual. These changes will indicate the change number on each page. When it is necessary to supplement page changes with explanatory information, such explanation will be contained in the cover letter. Paragraphs that are modified or added will be indicated by a marginal asterisk (*).

b. Interim Changes. When it is necessary to disseminate modifications to this manual more expeditiously, the DoD **MILSTRIP** System Administrator will distribute interim changes. Interim changes will **be numbered** consecutively and will "indicate the current year. For example, interim changes **for** 1987 will be numbered 87-1, 87-2, 87-3, etc. All interim changes will indicate the numbers of other interim changes which are in effect at the time of their publication.

c. **Formal** changes will include and identify all incorporated interim **changes** and **AMCLs**.

5. Distribution of the Manual

"a. The DLA **will** make distribution of the manual to designated points within each S/A, based upon funded bulk requisitions provided by the S/A. Further distribution is accomplished by the S/As based upon approved distribution data generated through command publication channels.

b. The S/A focal points designated in paragraph H. are the single points to **which** S/A activities will submit **requests for copies** of the basic publication, numbered supplements, and changes.